



Home Occupation Permit Application

Planning Department Use ONLY

Date Submitted: _____ Approved: Yes _____ No _____

Date: _____ Signed: _____

Applicant Information

Name _____

Address _____

Phone (Day) _____

Phone (Eve) _____

Business Information

Name of Business _____

Days & Hours
of Operation _____

Description of
what you will do
at your house _____

Property Information

Property Owners Name: _____ Phone: Day _____

Property Owners Address: _____

Assessors Parcel Number: _____ Zoning: _____

Please answer the following questions. If the answer to any question is 'Yes', provide details and any explanations on the reverse side of this page

- | | Yes | No |
|--|-------|-------|
| 1. Will your business require using vehicles over ¾ ton carrying capacity in the vicinity of your property, including trucks belonging to shippers such as UPS, FedEx, etc.? | _____ | _____ |
| 2. Do you plan to put any signs on your property or vehicles? | _____ | _____ |
| 3. Will your business use more than 200 square feet or 10% of the floor area of your home? | _____ | _____ |
| 4. Will any part of your garage be used for the business? If yes, how much? | _____ | _____ |
| 5. Will stock-in-trade be kept on the property? If yes, what and how much? | _____ | _____ |
| 6. Will stock-in-trade be sold from the property? | _____ | _____ |
| 7. Will the appearance of your residence or the property as a whole be altered in any way as a result of this business? | _____ | _____ |
| 8. Will the business require any mechanical or electrical equipment to be stored on the property? | _____ | _____ |
| 9. Other than a computer, adding machine, or phone, will the business use any mechanical or electrical equipment on the property? | _____ | _____ |
| 10. When you are working at your home, will any work be done outside of a fully enclosed building? | _____ | _____ |
| 11. Will there be any employees who do not live on the property? | _____ | _____ |

I, the undersigned, have read and understand Sec.12.84.130 of the San Bruno Zoning Ordinance on the reverse of this application, and hereby apply for a Home Occupation Permit. I declare under penalty of perjury that the above information, to the best of my knowledge, is true and correct.

Applicant's Signature: _____ Date: _____

Property Owner/Manager's Signature: _____ Date: _____

San Bruno Zoning Code Sec. 12.84.130 Home Occupation Permits (in part)

A. Criteria. The following criteria shall be determinative of a valid home occupation:

1. It shall not unreasonably generate pedestrian or vehicular traffic beyond that normal to the zone in which it is located.
2. It shall not involve the use of commercial vehicles for the delivery of materials to or from the premises (vehicles not over 3/4 ton carrying capacity excepted). No vehicle over 3/4 ton carrying capacity shall be used for home occupation purposes.
3. It shall not involve the use of signs other than the minimum required by law.
4. It shall not involve more than 200 square feet or 10%, whichever is greater, of the dwelling floor area whether the home occupation is conducted within the dwelling or in an accessory building or a combination of both.
5. Stock-in-trade may be used or kept within a home occupation permitted area, provided the stock-in-trade is sold off the premises.
6. In no way shall the appearance of the structure or premises be so altered, or the conduct of the occupation within the structure or premises be such, that the nature of the premises may be reasonably recognized as serving a nonresidential use (either by color, materials, construction, lighting, signs, noises or vibrations, etc.).
7. No mechanical or electrical equipment is used or stored which causes undue noise or electrical interference.
8. A home occupation may be conducted only within an enclosed building, whether the building constitutes part of the main building or is an accessory building. After a public hearing and notice, as described in Chapter 12.132, the planning director may authorize a home occupation in other than an enclosed building upon the determination that the home occupation will not damage neighboring properties.
9. A home occupation may be conducted in a garage provided the home occupation does not unreasonably conflict with the required parking for such residential structure.
10. The home occupation shall not involve the employment of help other than resident members of the family within the residence. No provision of this section shall be deemed to prohibit service occupations carried on off the premises, nor to prohibit the employment of persons off the premises. Where special conditions exist and are disclosed on the application, the planning director may modify this requirement.

B. Home Occupation Permits. No person shall commence or carry on any home occupation, as set forth above, within the city without first having procured a permit from the planning director. The planning director shall issue a permit when the applicant shows that the home occupation meets all the requirements of subsection A of this section. Every home occupation shall fully comply with all city, county and state codes, ordinances, rules and regulations.

Explanations of 'yes' answers from other side of this form